

## CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number \_\_\_\_\_

Meeting Type: Regular

Meeting Date: 10/24/2013

Action Requested By:  
Finance

Agenda Item Type  
Resolution

Subject Matter:

Approval of Agreements

Exact Wording for the Agenda:

Resolution authorizing the Mayor to enter into agreements with the low bidders meeting specifications as outlined in the attached Summary of Bids for Acceptance.

**Note: If amendment, please state title and number of the original**

Item to be considered for: Action

Unanimous Consent Required: No

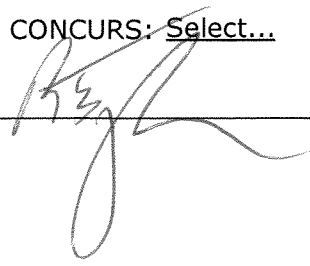
Briefly state why the action is required; why it is recommended; what Council action will provide, allow and accomplish and; any other information that might be helpful.

Routine Procurement Function

Associated Cost:

Budgeted Item: Select...

MAYOR RECOMMENDS OR CONCURS: Select...

Department Head: 

Date: 10/10/13

# ROUTING SLIP CONTRACTS AND AGREEMENTS

Originating Department: Finance

Council Meeting Date: 10/24/2013

Department Contact: Cecilia Summers

Phone # 427-5060

Contract or Agreement: Agreements with Low Bidders

Document Name: 20131024PROBIDS

City Obligation Amount:

Total Project Budget:

Uncommitted Account Balance:


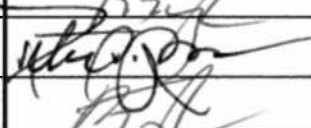

Account Number:

## Procurement Agreements

<u>Title 41</u>	<u>Competitive</u>
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## Grant-Funded Agreements

<u>Not Applicable</u>	Grant Name:
	<input type="text"/>

Department	Signature	Date
1) Originating		<u>10/15</u>
2) Legal		<u>10-15-13</u>
3) Finance		<u>10/15</u>
4) Originating		
5) Copy Distribution		
a. Mayor's office (1 copies)		
b. Clerk-Treasurer (Original & 2 copies)		

**RESOLUTION NO.13-\_\_\_\_\_**

**BE IT RESOLVED** by the City Council of the City of Huntsville, Alabama, the Mayor be, and he is authorized to accept the low bids meeting specifications and effectuate the following agreements on behalf of the City of Huntsville, a municipal corporation in the State of Alabama, which said agreements are substantially in words and figures similar to those certain documents attached hereto and identified herein below with the date of October 24, 2013 appearing on the margins of the first pages, together with the signature of the City Council President and an executed copy of said documents being permanently kept on file in the Office of the City Clerk-Treasurer of the City of Huntsville, Alabama.

**AGREEMENT BETWEEN THE CITY OF HUNTSVILLE AND:**

<u>VENDOR</u>	<u>COMMODITY/SERVICE</u>	<u>AGREEMENT</u>
Alabama Lawn Masters Inc Coleman Landscaping & Lawn Care Inc. Fowler Lawn Care A Cut Above the Rest Lawn Care & Landscaping	Landscape Maintenance Services	One Year W/Extensions
Fountain, Parker, Harbarger & Associates	Property Insurance	One Year W/Extensions

**ADOPTED** this the 10th day of October 2013 .

\_\_\_\_\_  
President of the City Council of the City of  
Huntsville, Alabama

**APPROVED** this the 10th day of October 2013

\_\_\_\_\_  
Mayor of the City of Huntsville, Alabama

# SUMMARY OF BIDS FOR ACCEPTANCE

## October 24, 2013

LOW BIDDER MEETING SPECIFICATIONS	COMMODITY/SERVICE	TERM OF AGREEMENT	OTHER BIDS RECEIVED
Alabama Lawn Masters Inc. Huntsville, AL Coleman Landscaping & Lawn Care Inc. Huntsville, AL Fowler Lawn Care Langston, AL A Cut Above The Rest Lawn Care & Landscaping Huntsville, AL	Landscape Maintenance Services	One Year W/Extensions	6
Fountain, Parker, Harbarger & Associates Huntsville, AL	Property Insurance	One Year W/Extensions	

\* Current Contract Holder

**BID AWARD RECOMMENDATION**

Revised 04/17/2013

**HUNTSVILLE**  
The Star of AlabamaTO: PROCUREMENT SERVICESFROM: Landscape ManagementBID NUMBER: 78-2013-71-1DATE: October 9, 2013COMMODITY/SERVICE: Landscape Maintenance ServicesAGREEMENT BETWEEN CITY OF HUNTSVILLE AND Alabama Lawn Masters, Inc.RECOMMENDATION: Low bidder was Alabama Lawn Masters for Packages F & G

Description	Price	UOM	Comment
Package F	18,480.00	Annually	
Package G	3,960.00	Annually	

INITIAL PURCHASE: VariesFUNDING SOURCE: 01-7100-0511-5205

TERM OF CONTRACT: ☐ One Time  
☐ Three Months  
☐ One Year  
☒ One Year w/Additional One Year Extensions as Allowable by State Law  
☐ Other (explain)

**APPROVALS:**

My staff and I have complied with all laws, regulations, City of Huntsville Procurement Rules, and the provisions of any contract and/or grant agreements applicable to this procurement process. In addition, my staff and I have not sought by collusion with the recommended Proposer/Bidder to obtain any advantage over any other Proposer/Bidder in this procurement.

  
\_\_\_\_\_  
Procurement Services\_\_\_\_\_  
Council President  
10/24/13\_\_\_\_\_  
Date  
\_\_\_\_\_  
Department Head\_\_\_\_\_  
Mayor Tommy Battle  
10/24/13\_\_\_\_\_  
Date

**BID AWARD RECOMMENDATION**

Revised 04/17/2013

**HUNTSVILLE**  
The Star of AlabamaTO: PROCUREMENT SERVICESFROM: Landscape ManagementBID NUMBER: 78-2013-71-1DATE: October 9, 2013COMMODITY/SERVICE: Landscape Maintenance ServicesAGREEMENT BETWEEN CITY OF HUNTSVILLE AND Coleman Landscaping & Lawn Care, Inc.RECOMMENDATION: Low bidder was Coleman Landscaping for Packages D, H, & I

Description	Price	UOM	Comment
Package D	9,500.00	Annually	
Package H	6,000.00	Annually	
Package I - Weekly	9,600.00	Annually	

INITIAL PURCHASE: VariesFUNDING SOURCE: 01-7100-0511-5205TERM OF CONTRACT: One TimeThree MonthsOne Year☒ One Year w/Additional One Year Extensions as Allowable by State LawOther (explain)**APPROVALS:**

My staff and I have complied with all laws, regulations, City of Huntsville Procurement Rules, and the provisions of any contract and/or grant agreements applicable to this procurement process. In addition, my staff and I have not sought by collusion with the recommended Proposer/Bidder to obtain any advantage over any other Proposer/Bidder in this procurement.

  
\_\_\_\_\_  
Procurement Services\_\_\_\_\_  
Council President10/24/13

Date

  
\_\_\_\_\_  
Department Head\_\_\_\_\_  
Mayor Tommy Battle10/24/13

Date

**BID AWARD RECOMMENDATION**

Revised 04/17/2013

**HUNTSVILLE**  
The Star of AlabamaTO: PROCUREMENT SERVICESFROM: Landscape ManagementBID NUMBER: 78-2013-71-1DATE: October 9, 2013COMMODITY/SERVICE: Landscape Maintenance ServicesAGREEMENT BETWEEN CITY OF HUNTSVILLE AND Fowler Lawn CareRECOMMENDATION: Low bidder was Fowler Lawn Care for Package E

Description	Price	UOM	Comment
Package E	18,804.00	Annually	

INITIAL PURCHASE: VariesFUNDING SOURCE: 01-7100-0511-5205TERM OF CONTRACT: One TimeThree MonthsOne Year☒ One Year w/Additional One Year Extensions as Allowable by State LawOther (explain)**APPROVALS:**

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Council President  
10/24/13\_\_\_\_\_  
Date  
\_\_\_\_\_  
Department Head\_\_\_\_\_  
Mayor Tommy Battle  
10/24/13\_\_\_\_\_  
Date

**BID AWARD RECOMMENDATION**

Revised 04/17/2013

**HUNTSVILLE**  
The Star of AlabamaTO: PROCUREMENT SERVICES  
FROM: Landscape Management  
BID NUMBER: 78-2013-71-1  
COMMODITY/SERVICE: Landscape Maintenance ServicesDATE: October 9, 2013AGREEMENT BETWEEN CITY OF HUNTSVILLE AND A Cut Above the Rest Lawn Care & LandscapingRECOMMENDATION: Low bidder was A Cut Above the Rest for Packages A, B, & C

Description	Price	UOM	Comment
Package A	17,628.00	Annually	
Package B	7,140.00	Annually	
Package C	13,140.00	Annually	

INITIAL PURCHASE: VariesFUNDING SOURCE: 01-7100-0511-5205TERM OF CONTRACT: ☐ One Time  
☐ Three Months  
☐ One Year  
☒ One Year w/Additional One Year Extensions as Allowable by State Law  
☐ Other (explain)**APPROVALS:**

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Council President  
10/24/13\_\_\_\_\_  
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Mayor Tommy Battle  
10/24/13\_\_\_\_\_  
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**BID AWARD RECOMMENDATION**

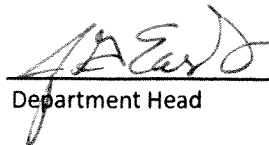
Revised 04/17/2013

**HUNTSVILLE**  
The Star of AlabamaTO: PROCUREMENT SERVICESFROM: General ServiceBID NUMBER: 3-2014-74-2DATE: October 11, 2013COMMODITY/SERVICE: Property InsuranceAGREEMENT BETWEEN CITY OF HUNTSVILLE AND Fountain,Parker,Harbarger&AssociatesRECOMMENDATION: Fountain,Parker,Harbarger & Associates was the sole responsible proposer for this RFP.

Description	Price	UOM	Comment
Property Insurance	\$245,455.00	Annual	

INITIAL PURCHASE: \$245,455.00FUNDING SOURCE: 01-7400-0603-7503TERM OF CONTRACT: ☐ One Time  
☐ Three Months  
☐ One Year  
☒ One Year w/Additional One Year Extensions as Allowable by State Law  
☐ Other (explain)**APPROVALS:**

My staff and I have complied with all laws, regulations, City of Huntsville Procurement Rules, and the provisions of any contract and/or grant agreements applicable to this procurement process. In addition, my staff and I have not sought by collusion with the recommended Proposer/Bidder to obtain any advantage over any other Proposer/Bidder in this procurement.

  
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